

Baseline Assessment Checklist

This checklist, can be submitted with your planning application and will satisfy the validation requirement for a Landscape and Visual Impact Assessment, Ecology/Biodiversity Survey or Heritage Statement provided no landscape, ecological or cultural heritage impacts have been identified.

This checklist is designed to be filled in by you or your agent and there should be no need to employ a specialist to complete it. Whilst it will require a little research, in most cases and especially for small-scale works, you will have no need to undertake any further work such as commissioning specialist surveys.

Please answer all of the questions below and provide a written description and supplementary reports/drawings as required. If you are unsure about how large an area to consider as part of your baseline assessment and live within Chichester, East Hampshire, Horsham, Lewes-Eastbourne or Winchester areas, please contact your local planning authority for advice. If you are within Adur and Worthing, Arun, Brighton and Hove, Mid Sussex or Wealden information can be obtained directly from the SDNPA; te [REDACTED] or by e [REDACTED]

Topography (i.e. the levels and lie of the land)

Does the topography of the site have an effect on the design of your scheme or make your proposals more visible from the surrounding area?

Overall the site is gently undulating with flatter areas around the clubhouse and tipis, and the golf course itself.

Yes No

Proposed cabins are located in clusters around a very gently sloping area near to the existing tipis and associated outbuilding, due to the need for a relatively level surface and to be near to the facilities building and the clubhouse. Topography has had a slight effect on design by how the cabins are orientated to achieve as many with flush access as possible, with minimal to no impact on trees, with the main pedestrian path wrapping around the existing tree group. Cabins are in a naturally screened area of the site that has a heavily tree lined boundary line, and group of trees behind the main area of cabins, further concealing them in the landscape.

Description

.....
Cabins are single storey and low level, and screened from the surrounding area by design and the existing boundary treatment.

.....
Pergolas on the rear patio are on flat land and seen in context with the rear of the clubhouse from afar.

.....
Pergolas & decking by driving range, heavily screened by distance to boundaries and roads, existing trees on boundaries, and natural use of material (timber). Pergolas lower than height of driving range, and follows natural landscape.

Current Land Uses

Will your proposal change the current land use of your site, the appearance of the landscape or adjoining land uses?

Current land use is for a golf course with driving range and associated clubhouse and ancillary country club facilities, which includes events spaces and hotel rooms.

Yes No

The proposals require an ancillary Change of Use of the localised area the cabins sit on to 'hotel use' as an ancillary use to the main use class. These parts of the proposals will not change the appearance of the landscape or adjoining land uses as the cabins are small scale, low level and well screened, and located around the edge of part of the existing Academy golf course, with no impact on this existing facility. Once inside the site the cabins slightly change the appearance of the localised landscape once in closer proximity to this part of the site due to being additional buildings, but are seen in context to the tipis event/function space and the main clubhouse, and do not impede into the visual manmade landscape of the main golf course, in particular due to the additional trees and planting proposed. They are a mixture of natural timber stained black/dark grey in colour and blend with the landscape colours.

.....
The pergolas and raised decking do not change the use of the land, nor the appearance of the landscape or site as they are timber which will naturally weather to match the cladding on the clubhouse.

Existing trees, hedges, woodland blocks and belts

For information on Tree Preservation Orders and group preservation orders and live within Chichester, East Hampshire, Horsham, Lewes-Eastbourne or Winchester areas, please contact your local planning authority for advice. If you are within Adur and Worthing, Arun, Brighton and Hove, Mid Sussex or Wealden information can be obtained directly from the SDNPA; tel. [redacted] e-mail to [redacted]

Are there existing, with a trunk diameter of more than 75 mm (measured at 1.5 metres above ground level) hedgerows, woodland blocks / belts or scrub connected to woodland or hedgerows on your site.

Yes No None of the proposals require removal of any scrub or hedges. Only 2 category C trees of little value are required to be removed to allow 2 cabins to be nestled into the existing copse. The remainder of the cabins are set back from existing trees, and do not require formal foundations as they are a prefabricated movable module.

Description Previous consent SDNP/18/03009/FUL included removal of 2 holly bushes by the driving range, which has been completed, and set out methodology for construction of raised decking, which was followed for these retrospective works.

Refer to new Arboricultural Impact Assessment, which concludes with the appropriate mitigation set out in the report that the proposals would not negatively impact the existing trees, hedges or woodland.

Are any of the trees on site veteran trees or protected by Tree Preservation Orders and Group Preservation Orders

Yes No

Description None

Are any trees and hedgerows described above to be removed or is there likely to be building activity within 15 metres of a tree with a trunk diameter of more than 75mm (measured at 1.5 metres above ground level)

Yes No Cabins and path proposals are within 15m of the trees, however, designed to retain all trees apart from 2 category C trees due to the pre-app advice indicating that a couple of cabins nestled into the copse would contribute to users' positive experience of the scheme, and the woodland setting. The cabins do not require formal concrete foundations or a slab, only a permeable hardcore base, and use of 400mm x 400mm concrete EasyPads (surface located) for the cabins within the copse to provide a stable base for the cabins. The paths are similar to those for the tipis, which were previously concluded to not have an impact on the trees due to their shallow and permeable nature.

Description Pergola to rear of clubhouse - not near to any trees or hedgerow.

Pergola and raised decking by driving range - similar to previously granted decking, and retrospective to include a pergola and increase in raised decked area. No further footing encroachment onto the retained trees due to supporting the decking off the existing driving range footings. Refer to Tree Assessment Statement.

Do the trees and hedgerows on your site contribute to local landscape/townscape character, and wildlife interest currently?

Yes No

Description The site is large and heavily vegetated on the site boundaries, which contributes to screening the site from the main roads and public domain, along with the natural undulations of the land. Proposals are sited well away from existing boundary treatments, which are retained, and proposals are low level and considered to have no impact on trees and hedgerows that contribute to the local landscape character.

Water-bodies and ditches:

Are there any water bodies such as ponds or ditches that are important for site drainage and wildlife which may be affected by your proposals?

Yes No

What is their general condition?

All proposals are sited away from ponds and ditches on site, and proposals do not impact existing surface water drainage or the stream that wraps around the south of the site that is separated from the proposals by the existing band of woodland.

All proposals for cabins, paths, decking and pergolas allow rainwater and surface water to continue to permeate and filtrate into the existing ground surface below.

Man-made features

Will your proposal retain features in or adjacent to your home that are visually intrusive and have a 'negative impact' e.g. pylons ?

Yes No

Description

If your proposed development is within 15 metres of a tree with a trunk diameter of more than 75mm (measured at 1.5 metres above ground level) you will need to undertake a Tree Survey and or a Biodiversity Survey- see sections 3.1 and 3.3.

Views

See included Tree Impact Assessment +
Arboricultural Impact Assessment by SMW (Tree) Consultancy Ltd

Are there key views to your property from the surrounding area?

Yes No

Proposals are set within the confines of the site and the boundary is heavily vegetated on all sides. No key views to property/buildings from surrounding area that are affected by the proposals.

Description

Is your proposed development likely to be visible, and therefore likely to alter, these views?
(please consider alterations to the existing building but also any changes to property boundary, access or vegetation).

Yes No

Description Cabins are single storey, low level and black/dark grey stained timber colours merging with the adjacent trees, also set within the context of the other existing outbuildings on site and not close to the site boundaries.
Pergolas and raised decking constructed from timber and located far from boundaries and heavily screened by layout of site and existing trees.
No changes to boundary treatments.

Is your proposed development likely to make your property visible from areas where there are currently no views?

Yes No

Proposals are set within the confines of the site and the boundaries are heavily vegetated on all sides. No key views to property/buildings from surrounding area that are affected by the proposals.
Description Cabins are a black/dark grey stained timber in colour reducing visibility. Pergola and decking is timber and similar to timber cladding on clubhouse once weathered.
.....

If you answer yes to any of the above questions on views please indicate views described on an Ordnance Survey 1:25,000 base map and append this to your baseline assessment.

Landscape Character

Information on historic patterns can be found at <http://www.southdowns.gov.uk/about-us/key-documents> on the CD of the Integrated Landscape Character Assessment which can be requested from



There may be other local landscape assessments as part of Local Area Plans, Parish Plans, Village Design Statements or Local Landscape Character Assessments. Consult your local planning authority to establish if any exist for your area. If they do exist then please refer to them when answering the questions below.

Where your proposal is located within open countryside or small settlement please describe the character area and type it sits within or adjacent to?

Description The existing site is an enclosed manmade landscape designed as a golf course and leisure facilities, heavily screened from the public domain by trees, hedgerows and manmade landscape features.
Large gaps between buildings in the local area, with mixture of fields and woodland in between properties, prior to reaching the more built up hamlet of Blacknest.
Cabins proposals set in a less open area, due to heavy screening by trees and new outbuildings are located in close proximity to the existing buildings to cluster built area.

What does the character assessment tell you about the key features and special qualities of your area?

Description The key features of this site differ to the surrounding area which is open fields, small villages and hamlets, and, as it is a manmade landscape for use as a golf course and associated country club facilities for leisure use, that is heavily screened from the surrounding area by the boundary treatment.
Qualities of local area are openness between clusters of buildings/settlements.

Are there different character areas and types nearby that may be affected by your application? (e.g. by changing views)?

Yes No

The proposals are well sited within the boundary of the property, well screened from the surrounding character area and types which differ as they are open fields and woodland and small settlements/clusters of buildings, where this site as existing is a manmade golf course with limited views from the public domain apart from the short streetscene frontage along Frith End Road promoting the golf course.
.....

Is there a historic pattern of field boundaries, woodland and/or settlement in the area surrounding your site?

Yes No Existing field boundaries, woodland and settlement in the area are not visually affected by the proposals which are screened within the confines of the existing manmade landscaped site. The boundary of the site itself follows the old field boundaries and streams. No impact on existing character of the area as proposals within site and lower than the surrounding vegetation.

Description.....
.....

Settlement Character:

Please refer to Parish Plans, Village Design Statements, local area plans, townscape assessments which are adopted by the relevant local planning authority as Supplementary Planning Advice (SPA) to assist with this.

Where your proposal is located within or adjacent to an existing settlement please describe the character of the settlement (including whether village/town/hamlet and , predominant building type ie whether terraced/ detached houses, number of storeys, architectural style, age, typical materials).

Description Blacknest is the nearest existing settlement which is a hamlet consisting of approximately 20 houses of mixed style including traditional cottages and 80s housing of mixed finishes including render, brick, timber cladding, mostly 2 storey detached, many in larger plots associated with local farms, a PH and an industrial centre. The next hamlet is larger at Binsted at 1.9km from the site

.....

Are there key views from the settlement to the wider landscape which may be affected by your development?

Yes No

Description Enclosed site due to boundaries being heavily lined by trees.....
.....

Are there local landmarks which may be affected by the proposed development?

Yes No

Description.....
.....

Where an application is located on the edge of a settlement please describe the character of the settlement edge e.g. wooded/vegetated

Description N/A - large site that stretches to edge of the nearby settlement but the part of site for the application is situated at the furthest point on site away from the settlement. Boundaries are heavily vegetated for site and settlement as field hedgerows define the edges of the main road when approaching the settlement.
.....

Please describe character of approach roads and paths into the settlement

Description: Two way relatively straight road bounded by tall field hedgerows.

Please describe the gateways/points of arrival e.g. point at which there is a sense of arriving within the settlement

Description: Fields change to a small settlement of Blacknest of approximately 15 houses, with another 5 houses scattered near to the main cluster, no large sense of arrival due to size of settlement and sparseness of surrounding area. Briefly built up before back into fields and hedgerows.

If your proposed development is likely to affect a wide area of landscape/townscape and or important views you will need to undertake a landscape and visual impact assessment - see section 3.2.

Habitats

Does your application or adjacent land include areas of unimproved chalk grassland, heathland, wetland which could be 'priority habitats' for wildlife?

Yes No

Description: No - adjacent consists of fields and woodland.

Information on relevant priority habitats at national and local level can be found in the Local Biodiversity Action Plans for Hampshire and Sussex - please consult Hampshire County Council, West Sussex County Council or East Sussex County Council for further details.

Geology and Wildlife Designations

Certain geological sites and wildlife habitats are afforded various levels of legal or policy protection in the form of designation (refer to Appendix 1 for full list of designations).

To determine if your site is designated or lies adjacent to a designation, please refer to the following links:

MAGIC: <http://magic.defra.gov.uk/>

Nature on the Map: <http://www.natureonthemap.naturalengland.org.uk/>

Is your application located in or within 400metres of a geological or wildlife designation?

Yes No

Description Proposed cabins located near to Woodland bird assemblage, however all proposals located on manmade landscaping grass requiring no work to trees, bar some minor pruning and removal of 2 category C trees within a specifically planted copse, and no work to local features, no impact assessed as a result of proposals. Refer to Tree Impact Assessment and Arboricultural Impact Assessment for further details.

Is your proposed development likely to indirectly affect a geological or wildlife designation? (e.g. by affecting a water supply or severing a connecting wildlife corridor such as woodland or hedgerows).

Yes No

Description... Proposals located on an area of previously manmade grassed golf course, no trees or hedgerow proposed to be affected by proposals, bar as outlined above. No impact on existing wildlife features.

Protected Species

For information on protected species please refer to the following links:

- Hampshire Biodiversity Information Centre <http://www3.hants.gov.uk/biodiversity/hbic>
- Sussex Biodiversity Records Centre <http://sxbrc.org.uk/>
- National Biodiversity Network ([NBN Gateway](#))

Wildlife surveys (e.g. carried out by volunteers) may also be available through the above local record centers.

Is your application (including re-roofing works, replacing shiplap boarding or tile hangings or works to attics) likely to affect a protected species?

Yes No Works involve some works to remove existing timber cladding to the driving range to open up views and visual connection between new seating area and driving range facility. Not considered to impact protected species as timber cladding not lined and exposed on 'inside' face, and does not form any suitable habitat for protected species. Retrospective works.

Description... Removal of 2 category C trees, not considered to affect protected species and trees checked by ecologist to confirm no impact.

Have you seen any evidence of protected species using the application site, including bat droppings or roosts, birds' nests or sightings of species such as bats, badgers, dormice, adders, slow worms and nesting birds?

Yes No Not near or in areas affected by the proposals.

If yes provide details ... Proposed cabins installed over existing regularly mowed grass.
Driving range raised decking and pergola over existing membrane covered in bark finish. There are 3 existing trees, however these are all deciduous and no sightings of bird nests. (Retrospective works)
Pergola to clubhouse over existing patio finish. (Retrospective works)

Locally Important Geology and Wildlife

Local Geological Sites are selected by voluntary geoconservation groups on the basis of their value for education, study of earth science, historical value and or aesthetic value. Local wildlife sites (LWS), may also be known as Sites of Nature Conservation Importance (SNCIs or SINCS).

For information on locally important wildlife and geological sites refer to the following links:

Hampshire Biodiversity Information Centre <http://www3.hants.gov.uk/biodiversity/hbic>
Sussex Biodiversity Records Centre <http://sxbrc.org.uk/>

Is your proposal located within or adjacent to a locally important geological or wildlife site?

Yes No

Description.....
.....

Is your proposal likely to affect a locally important geological or wildlife site?

Yes No

Description..... Low scale, un-intrusive to land and surroundings, and ancillary use to main uses of the site.
.....

Is your proposal likely to affect a water supply or sever a connecting wild life corridor

Yes No

Description..... Over grass, bark or patio and allows continued natural infiltration of rainwater. Not a proposed use resulting in contaminated run off.
.....

If protected species are present or suspected of being present, specialist surveys are required- refer to Appendix 2 for details of the best times of year to carry out these surveys.

If your proposed development is likely to affect protected species, priority habitat or wildlife designations you may need to undertake a Biodiversity Survey and report. See section 3.3.

Designated Heritage Assets including Scheduled Monuments, Registered Parks And Gardens, Registered Battlefields, Protected Wreck Sites, Conservation Areas and Listed Buildings

Information on **nationally designated heritage assets** (all those listed above except conservation areas) can be found at: <http://list.english-heritage.org.uk/>

Conservation Areas are designated by local planning authorities and information can be found on the relevant Local Authority websites. Where a Conservation Appraisal has been carried out and/or there is a Conservation Area Management Plan or Action Plan published on the Local Authority web site this should be taken into account in developing your proposal and referred to in your application submission.

Is your application located within or adjacent to a Scheduled Monument, Registered Park and Garden, Registered Battlefield, Protected Wreck Site or Conservation Area?

Yes No

Description

.....

It is important to take into account the physical extent, the quality/ significance and the overall group value of designated heritage assets.

Is your proposed development likely to affect the setting of a Scheduled Monument, Registered Park and Garden, Registered Battlefield Protected Wreck Site or Conservation Area?

Yes No

Description

.....

Is your house or any building on your property a listed building?

Yes No

Will your proposal alter a listed building or its setting?

Yes No

Non designated heritage assets including above and below ground archaeology:

Buildings, land, or features with a historic, architectural, community or archaeological interest can be considered as heritage assets even though they are not nationally designated.

Archaeological interest may apply to all heritage assets whether designated or not eg the development of a building and its history may only be revealed through archaeological investigation during or after the removal of modern features and additions.

Your Local Authority may have compiled from the Historic Environment Record office kept by at Hampshire, West Sussex and East Sussex County Councils, Chichester District Council and Winchester City Councils. These can be accessed at <http://www.heritagegateway.org.uk/gateway/chr/>

Are there historic buildings and architectural features which are not designated, but which may be physically affected by your application?

Yes No

Description.....
.....

Are there opportunities to incorporate historic buildings and features into the proposed development?

Yes No

Description.....
.....

Archaeology:

Is there likely to be above or below ground archaeology affected by your development proposal?

Yes No

Description.....
Proposals and retrospective pergolas & raised decking on manmade landscaping. Cabins have no foundations, part from use of ground screws which are suitable for minimal intrusions, and over manmade landscaping, including old golf course greens.
.....

If you require listed building consent for your proposed development or the development is located within a conservation area you will need to prepare a Design and Access Statement and include a Heritage Statement.

If your proposed development is likely to affect a heritage asset (whether designated or not) you will need to prepare a Heritage Assessment. See section 3.4.

Recreation

Information on recreation including rights of way, bridleways, long distance footpaths, key viewpoints and open access land can be obtained from **1:25,000 OS maps**.

Definitive information on rights of way can be obtained from the relevant county council highway authority.

Information on **national cycle routes** can be obtained from <http://www.sustrans.org.uk/>.

Are there any adjacent public rights of way, bridleways, permissive footpaths, national and local cycle routes, long distance footpaths, open access land, and key tourist destinations such as panoramic viewpoints and beauty spots affected by the application?

Yes No Proposals screened from public right of way and set far from public right of way, considered man made unnatural landscape that the public footpath passes through which is as existing different to the surrounding area outside of the site, therefore, no impact on public rights of way.

Does your proposal have an effect on specific views from recreational routes or areas?

Yes No

If so please indicate on an Ordnance Survey (OS) 1:25,000 base map which views are affected, and describe the effects.

Description.....

Please describe any measures within your proposal which might enhance the enjoyment and understanding of the special qualities of the National Park through your development proposals?

Description:.....
Addition of further tourism hotel/glamping cabins helps encourage people to visit the SDNP and stay overnight or for a few days, or a week+ in order to use the local facilities or to explore the local area.

.....
Cabins provide a 'glamping' experience, encouraging sitting out on the deck in the evenings to look at the sky and local surroundings. People who rent cabins do so because they wish to be surrounded by trees and nature and enjoy the benefits of the countryside, otherwise they would chose town centre locations that have better access for guests to utilise larger hotel facilities.

The cabins, raised decking and pergolas all encourage people to spend more time in the countryside, learn new skills ie. use of the driving range with its new interactive gaming system, stay longer sitting out on the patio facing the golf course whilst their family play golf, or use the driving range, and promotes enjoyment of the countryside and local area.

Whilst in a manmade landscape within the SDNP, it is still a countryside environment, and this type of venue is considered attractive because it connects people with nature.

The cabins in particular help encourage people who are visiting for an event to stay for longer periods and see and use other features of the National Park as part of their stay, and encourages people to use or return to use other facilities in the area once they know that they exist.